

CON 237

Simplified Acquisition Procedures

The Simplified Acquisition Procedures (SAPs) course is intended to support the training of the DoD AT&L workforce on the use of SAPs utilizing Federal Acquisition Regulation (FAR), Parts 12 and 13. This course combines interactive computer-based training with performance-support resource access, which is provided via the Internet.

Objectives: Students who successfully complete this course will be able to:

- recognize and explain the advantages of using SAPs for acquisition;
- identify the purchases that can be made using SAPs;
- use requirements documents to list market research sources and determine whether to set aside requirement for small business;
- decide whether data justify a decision regarding the extent of competition;
- explain the importance of the requirement to maintain an open-market source list;
- plan a solicitation, evaluate quotes, and select a contractor for award; and
- solve post-award issues.

Who Should Attend: This course is designed as a continuing education tool for personnel requiring knowledge in using SAPs.

Prerequisite: None

Length: This is a nonresident, self-paced course available through the Internet. Students must pass the final examination within 60 calendar days of the start date.

Method of Delivery: Distance Learning—See “Online Courses” on page 12



PDS Code: PAS

CON 243

Architect-Engineer Contracting

This course focuses on contracting for Architect-Engineer (A-E) services. The course is designed for AT&L personnel in the Contracting career field who have achieved a solid baseline of contracting knowledge through actual experience and completion of all Defense Acquisition Workforce Improvement Act (DAWIA) Level I Contracting courses. Students will cover issues across the contracting spectrum, including acquisition planning, source selection, proposal analysis, contract award and work, and contract management. Specific topics and practical exercises also include the Brooks Act, SF-330, slate and selection process, review of government estimates, liability, Title II services, modifications, and Contracting Officer Technical Representative (COTR) responsibilities.

Objectives: Students who successfully complete this course will be able to:

- determine the necessity of using Brooks Act procedures;
- select an A-E firm;
- negotiate, award, manage, and administer a contract to satisfy the needs of the government; and
- understand critical pre- and post-award functions concerning A-E contracts.

Who Should Attend: This assignment-specific course is intended for military and civilian AT&L workforce members in the Contracting career field who are assigned contracting responsibilities for A-E contracts. Whenever practical, students should attend CON 243 prior to assuming A-E contracting duties.

Prerequisite: CON 120

Length: 5 class days

Method of Delivery: Resident/Local



PDS Code: PGF